

the head of that agency. Such request shall include all information as indicated in paragraph (a) of this section.

(31 U.S.C. 952, 31 U.S.C. 3726; 40 U.S.C. 486(c))

[42 FR 36672, July 15, 1977, as amended at 46 FR 42668, Aug. 24, 1981; 48 FR 27726, June 17, 1983]

**§ 101-41.701 Review by the Comptroller General of the United States.**

(a) A claimant desiring a review of a transportation settlement action taken by GSA or by a designee agency may request review by the Comptroller General of the United States (4 CFR part 53). *Settlement* means any final administrative action taken by GSA or by a designee agency in connection with the audit of payments for transportation and related services furnished for the account of the United States, including:

(1) Deduction from moneys otherwise due a carrier (or refund by carrier) to adjust asserted transportation overcharges;

(2) Disallowance, either in whole or in part, of a claim or a supplemental bill for charges for transportation and related services; or

(3) Any other action that entails finality of administrative consideration.

(b) A request for review shall be forever barred unless received in the General Accounting Office within 6 months (not including time of war) from the date the settlement action was taken or within the periods of limitation specified in 31 U.S.C. 3726, as amended, whichever is later. The request should be addressed to the Comptroller General of the United States, U.S. General Accounting Office, Washington, DC 20548.

(31 U.S.C. 952, 31 U.S.C. 3726; 40 U.S.C. 486(c))

[42 FR 36672, July 15, 1977, as amended at 46 FR 42668, Aug. 24, 1981; 48 FR 27725, June 17, 1983]

**Subpart 101-41.8—Transportation Disbursement Procedures**

**§ 101-41.800 Scope and applicability of subpart.**

This subpart sets forth procedures for processing documents to request issuance of checks covering freight and passenger transportation services fur-

nished for the account of the United States, and related forms, and for forwarding disbursing officers' paid transportation accounts to the General Services Administration for audit in accordance with section 322 of the Transportation Act of 1940, as amended (31 U.S.C. 3726).

(31 U.S.C. 952, 31 U.S.C. 3726; 40 U.S.C. 486(c))

[46 FR 42668, Aug. 24, 1981, as amended at 48 FR 27725, June 17, 1983]

**§ 101-41.801 [Reserved]**

**§ 101-41.802 Standard forms for scheduling transportation vouchers for payment.**

(a) The following Standard forms shall be used in connection with scheduling transportation vouchers for payment and audit:

(1) SF 1096, Schedule of Voucher Deductions.

(2) SF 1166 OCR (Optical Character Recognition—Readable Format), Voucher and Schedule of Payments (Original) (white paper).

(3) SF 1166-A OCR, Voucher and Schedule of Payments (Memorandum) (yellow paper).

(4) SF 1166-EDP (Electronic Data Processing), Voucher and Schedule of Payments (Computer-generated).

(5) SF 1167 OCR, Voucher and Schedule of Payments (Continuation Sheet) (Original) (white paper).

(6) SF 1167-A OCR, Voucher and Schedule of Payments (Continuation Sheet) (Memorandum) (yellow paper).

(7) SF 1186, Transmittal for Transportation Schedules and Related Basic Documents.

(b) The procedures prescribed for preparation of SF 1166 OCR, Voucher and Schedule of Payments (voucher-schedule), are applicable to all Federal agencies using the disbursing facilities of the Department of the Treasury. The procedures prescribed for the use of SF 1166 OCR apply also to SF 1166-A OCR, SF 1167 OCR, and SF 1167-A OCR.

(c) The procedures prescribed for SF 1186, Transmittal of Transportation Schedules and Related Basic Documents, are applicable to all Federal

agencies required to send their transportation accounts to GSA for audit.

(31 U.S.C. 952, 31 U.S.C. 3726; 40 U.S.C. 486(c))

[42 FR 36672, July 15, 1977, as amended at 48 FR 27726, June 17, 1983; 52 FR 12169, Apr. 15, 1987]

**§ 101-41.803 Scheduling procedures.**

(a) Agency shall prepare a voucher-schedule (SF 1166 OCR) for all basic vouchers covering transportation services furnished for the account of the United States submitted by carriers in accordance with §§ 101-41.214 and 101-41.310 of this part. Transportation vouchers (SF 1113) shall be listed separately from all other types of payment vouchers. All information required for check issuance purposes must be included on the SF 1166 OCR. After certification by the authorized certifying officer, the voucher-schedule shall be transmitted to the appropriate disbursing office. The transportation vouchers shall be retained by the agency for later transmittal to GSA (FWAA/C) in accordance with § 101-41.807 of this subpart.

(b) The tear-off slips from the related basic SF 1113 must also be sent to the disbursing office for forwarding to the carrier-payees with the payment checks. However, agencies submitting payment data on magnetic tape to a Department of the Treasury disbursing facility may arrange with that facility for the preparation of enclosures (TFS Form 3039, Notice to Check Recipient), bearing all information shown on the tear-off slips, which must be sent to the carrier-payee with the payment checks instead of the tear-off slips.

(c) Paid amounts must be clearly identified against individual carrier bills. Each carrier bill number and related payment amount for transportation charges and payment amount for interest, if any, for that bill number must be included in each check issue entry if the agency certifies on SF 1166 OCR, or it must be included as magnetic tape payment data if the agency certifies on SF 1166-EDP.

[52 FR 12170, Apr. 15, 1987]

**§ 101-41.803-1 Classification of basic transportation vouchers for purposes of separate scheduling.**

(a) Basic transportation vouchers shall be sorted into three general classifications for separate listing on SF 1166 OCR:

(1) Vouchers for charges payable in U.S. currency;

(2) Vouchers for charges payable in foreign currency; and

(3) "No-check" vouchers requiring no accounting transaction by the disbursing or accounting office.

(b) Vouchers covering charges for intracity transit services; for local storage, drayage, and hauling services; or for small shipments not procured with GBL's as specified in § 101-41.304 shall not be handled as transportation vouchers but shall be listed on voucher-schedules covering payments for other than transportation charges. The terms "intracity" and "local" refer to services which are performed entirely within municipalities or contiguous commercial zones thereof and are not part of, or incident to, any arrangement for past or further transportation beyond the confines of these localities.

[42 FR 36672, July 15, 1977, as amended at 52 FR 12170, Apr. 15, 1987]

**§ 101-41.804 Preparation of SF 1166 OCR, voucher and schedule of payments.**

**§ 101-41.804-1 Assignment of schedule numbers.**

Each SF 1166 OCR covering transportation vouchers shall be assigned a schedule number prefixed by the letter "T" and taken from a series of numbers running consecutively for each fiscal year. The "T" numbers assigned to transportation voucher-schedules shall be taken from a series of numbers separate from the series assigned to voucher-schedules covering nontransportation charges.

[52 FR 12170, Apr. 15, 1987]